



STATE OF INDIANA

ALCOHOL AND TOBACCO COMMISSION

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ANNOUNCEMENT

**TO: ALL TOBACCO RETAILERS**

**FROM: MARY L. DePREZ, CHAIRPERSON**  
**THE ALCOHOL AND TOBACCO COMMISSION (ATC)**

**DATE: JUNE 2, 2003**

**RE: TOBACCO SALES CERTIFICATE**

Public Law 250 states that *"a person may not sell or otherwise distribute in exchange for consideration a tobacco product at retail without a valid tobacco sales certificate issued by the commission."* (effective July 1, 2003) The cost for a **Tobacco Sales Certificate** is \$50 per year. Every permanent location where tobacco products are sold at retail must have a **tobacco sales certificate**. Every location where a cigarette vending machine is located must also have a **tobacco sales certificate**. It is a class A Infraction if you sell tobacco products without a valid certificate. The penalty for a class A Infraction is a maximum fine of up to \$10,000.

Our goal is to have all tobacco retailers registered by October 1, 2003. In order to facilitate this process, an application for a **Tobacco Sales Certificate** is attached. Please feel free to make additional copies. The ATC is currently working with Access Indiana so that you can apply on line with a credit card at [www.IN.gov/atc](http://www.IN.gov/atc). Our web site will indicate when and if this option is currently available.

Once you receive your **Tobacco Sales Certificate**, please post it in a conspicuous place in your retail establishment or where your vending machine is located.

The ATC has the responsibility of enforcing the tobacco laws for the State of Indiana. The ATC provides training and information regarding current tobacco laws and the 'responsible' sale of tobacco products. There are mandatory 'signage' requirements for retailers who sell tobacco products. These signs are available from the ATC at no cost to the retailers.

The Indiana State Excise Police have 6 District Offices located throughout the state. Please call your local Excise District office or 317-234-2089 to request signage or for additional information. Visit the ATC/Excise web site at [www.IN.gov/atc](http://www.IN.gov/atc) for additional information about our agency. You will find a map indicating the location of all Excise District offices and telephone numbers on the back of this announcement. We have also included pictures of sample signage. Thank you in advance for your cooperation regarding this matter. The ATC and Excise Police look forward to working with you in the future.

**Follow this link to the Application for Tobacco Sales Certificate**  
[Application for Tobacco Sales Certificate](#)